DOCUMENT RESUME

ED 065 143 LI 003 764

AUTHOR	Cylke, Frank Kurt
TITLE	Federal Library Committee Annual Report, Fiscal Year 1972.
INSTITUTION	Federal Library Committee, Washington, D.C.
PUB DATE	10 Jul 72
NOTE	29p.; (12 References)
EDRS PRICE	MF-$0.65 HC-$3.29
DESCRIPTORS	Annual Reports; *Government Libraries; *Library Programs; *Library Research; National Libraries; Publications
IDENTIFIERS	*Federal Library Committee

ABSTRACT

The 1972 fiscal year activities of the Federal Library Committee (FLC) are reported upon under General and Work Group categories. Community Relationships and the Federal Library Advisory Service are discussed as General facets. The Work Groups reported upon are: Automation, Coordinated Collection Development, Education, Interlibrary Loan, Physical Facilities, Procurement, Public Relations, and Recruitment. The background of the FLC, members of the Executive Advisory Committee, the U.S. National Libraries Task Force, research activities by and for the FLC, and the year's publications issued by, for, or in cooperation with the FLC are included. (SJ)

ED 065143

FEDERAL LIBRARY COMMITTEE

LIBRARY OF CONGRESS

WASHINGTON, D. C. 20540

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION
THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL OFFICE OF EDUCATION POSITION OR POLICY.

ANNUAL REPORT

FISCAL YEAR 1972

Frank Kurt Cylke

Frank Kurt Cylke
Executive Secretary

July 10, 1972

LI 003 704

PERMANENT MEMBERSHIP—Library of Congress (Librarian of Congress, Chairman), National Agricultural Library, National Library of Medicine, Department of State, Department of the Treasury, Department of Defense, Department of Justice, Department of the Interior, Department of Commerce, Department of Labor, Department of Health, Education, and Welfare, Department of Housing and Urban Development, Department of Transportation.

ROTATING MEMBERSHIP, 1971–73—Federal Communications Commission, General Services Administration, National Aeronautics and Space Administration, National Science Foundation, Supreme Court of the United States, Veterans Administration.

OBSERVERS—Office of Management and Budget and Office of Science and Technology of the Executive Office of the President, Library of Congress, Bureau of Libraries and Educational Technology of the Office of Education of the Department of Health, Education, and Welfare.

CONTENTS

	Page
BACKGROUND	1
EXECUTIVE ADVISORY COMMITTEE	2
WORK PROGRAM	3
General	3
Community Relationships	5
Federal Library Advisory Service	6
Work Group	7
Automation	7
Coordinated Collection Development	8
Education	10
Interlibrary Loan	10
Physical Facilities	11
Procurement	12
Public Relations	14
Recruitment	14
U.S. NATIONAL LIBRARIES TASK FORCE	15
RESEARCH	18
PUBLICATIONS	24

FEDERAL LIBRARY COMMITTEE

ANNUAL REPORT

FISCAL YEAR 1972

BACKGROUND

The Federal Library Committee was established in 1965 by the Library of Congress and the Office of Management and Budget (formerly Bureau of the Budget), for the purpose of concentrating the intellectual resources present in the Federal library and library related information community:

> To achieve better utilization of library resources and facilities;
>
> To provide more effective planning, development, and operation of Federal libraries;
>
> To promote an optimum exchange of experience, skill, and resources.

Membership on the Committee includes representatives of the three National Libraries, and all the Cabinet agencies. Six independent agencies are elected every two years. In addition, there are five official observers. Guest observers are appointed from time to time.

To achieve the three noted goals a Federal Library Committee Secretariat was established and a Task Force/Sub-Committee/Work Group operating method selected for implementation. Emphasis was placed upon the acquisition of R&D grant and contract funds. Work, for the most

part, was pursued by the Secretariat, by independent individuals, and by firms under the direction of specific work groups.

Secretariat efforts and the work groups were organized to conform to the six authorized functional approaches:

> To consider policies and problems relating to Federal libraries;
>
> To evaluate existing Federal library programs and resources;
>
> To determine priorities among library issues requiring attention;
>
> To examine the organization and policies for acquiring, preserving, and making information available;
>
> To study the need for and potential of technological innovation in library practices;
>
> To study library budgeting and staffing problems, including the recruiting, education, training, and remuneration of librarians.

Initial funding support was received in the form of two grants, totaling $97,650 from the Council on Library Resources.

EXECUTIVE ADVISORY COMMITTEE

John Sherrod, Director, National Agricultural Library, will serve as Chairman of the Federal Library Committee's Executive Advisory Committee during 1972-1973. In announcing Mr. Sherrod's appointment to a third consecutive term, L. Quincy Mumford, Librarian of Congress, cited the active work programs developed during the past two years.

Madeline M. Henderson, National Bureau of Standards, and Kanardy L. Taylor, Department of Health, Education, and Welfare, were appointed to terms ending in June 1973. Michael Costello, Picatinny Arsenal, Mary A. Huffer, Department of the Interior, and Elizabeth Knauff, Office of Management and Budget were appointed to serve through June 1974.

WORK PROGRAM

GENERAL

Significant achievements may be identified as resulting from a positive Federal Library Committee action program.

The Civil Service Commission agreed to implement a qualifications rating scale for professional librarians applying for positions at the GS-9 level. Developed by the Federal Library Committee Task Force on Recruitment, the scale is based on a nationwide survey of the relative values assigned by librarians to various factors such as the M.L.S., categories of experience, and special training. Adoption of the rating scale by the Civil Service Commission will improve the quality of librarians entering the Federal service. In the present labor market, after years of shortages, the opportunity now exists for selecting the very best professionals. 1/

The Federal Supply Service, General Services Administration, agreed to remove from mandatory coverage under the Library Furniture

1/ See PUBLICATIONS, page 24.

Schedule all agencies except the General Services Administration, the Veterans Administration, and the Department of Defense. This action, based upon the request of the Federal Library Committee, will result in more efficient and effective furniture procurement practices.

A "stand alone" cooperative Federal library exhibit for use at meetings of professional associations was conceived, designed, and procurred. FLC member agency funds were pooled.

A review of the membership, functions, and structure of the FLC resulted in a major restructuring of the Committee. Following review by the Office of Management and Budget and the General Accounting Office, a revised organizational statement will be placed in the Federal Register and a revised work program implemented.

Federal library bibliographic projects relating to the Bicentennial were approved in March 1972. Three approaches will be pursued:

> Individual Federal libraries will be encouraged to prepare a bibliography that includes contemporary resources as well as material held by that agency. Serving the general public and students on all levels, these bibliographies will also strengthen Federal library public relations;
>
> Selected and edited publications in specific areas of interest identifying unique Federal library resources from the Revolutionary period will be identified to serve advanced students and researchers and interested members of the public;
>
> Scholarly level publications making an original or significant literary contribution by the identification and evaluation

of Federal library resources relating to the Revolutionary period will be identified.

Impact of the Evaluation Policy Act of 1970 on the Federal library community is the topic of a study being conducted by Lillian Hamrick, Librarian of the U.S. Department of Labor and a member of the FLC Executive Advisory Committee. The group will prepare strong, realistic, and equitable benchmark recommendations in coordination with a panel of qualified librarians.

The Federal Library Committee approved a feasibility study to the point of developing a Federal Library Service Center. Frederick G. Kilgour, Ohio College Library Center, will be engaged to prepare a study under the general direction of Russell Shank, Smithsonian Instituion. 2/

Community Relationships

Federal library interests were communicated through two major presentations at the Special Libraries Association Annual Meeting and at the special Federal Library Committee meeting held in conjunction with the 1972 American Library Association Annual Conference. Organizational and promotional support was provided the Federal Librarians Round Table, ALA.

Three seminars were held. A Forum on Interactive Bibliographic Systems was jointly sponsored by the Committee on Scientific and Technical

2/ See RESEARCH, page 18.

Information Federal Council for Science and Technology, Atomic Energy Commission, and the National Bureau of Standards. The purpose of this October 4-6 Forum was to bring together a diverse group of Federal government users and designers to discuss common experiences, problems, and plans.

On November 8-12 the Federal Library Committee and the Library of Congress held an Orientation for Federal Librarians. The meeting was scheduled to acquaint Federal librarians with the various functions, facilities, and services of the Library of Congress, by means of lectures, discussions, and site tours.

Federal librarians and information scientists were invited to attend a discussion of Bureau of the Census products and services. All presentations were designed to consider the needs of administrators as well as of technical and public service personnel. Topics addressed included: Census Geographic Areas -- Geographic Tools; Computer Tape Products and Services; and the Data Delivery System.

The United States Book Exchange, Inc., elected the FLC Executive Secretary to the position of Secretary for the period 1972-1974. ERIC/CLIS reappointed him to their eight-member advisory board for an additional two-year period.

Federal Library Advisory Service

Substantive assistance was provided more than 30 Federal library and information centers. Among those organizations served were: the Price

Commission; Naval Air Development Center, Warminster, Pennsylvania; and the Cabinet Committee on Opportunities for the Spanish Speaking.

WORK GROUPS

Automation

Four long-range objectives were established:

> To review and report on the status of automation activities in Federal libraries;
>
> To encourage the development, whenever possible, of compatible automated systems;
>
> To furnish guidance to Federal librarians and administrators on problems of library automation; and
>
> To provide liaison in the area of library automation between the Federal library community and other segments of the library world.

In working toward these objectives, the Task Force on Automation and Library Operations has undertaken three phases of its total program: it conducted a review of the literature on library automation for the purpose of defining trends and identifying gaps in such automation activity; it obtained support for a study in depth of the history and development of selected automated systems in Federal libraries with special emphasis on the organizational and administrative factors affecting those systems; and it served in a technical advisory capacity for a broad survey

of the current status of automated operations in Federal libraries, conducted by the System Development Corporation with the support of the U.S. Office of Education. 3/

Specific work efforts included the sponsorship of an Automation Seminar in Quincy, Massachusetts, an interagency Forum on Interactive Bibliographic Systems at the National Bureau of Standards, and participation in five speaking engagements. Co-sponsorship of study groups exploring the feasibility of a Federal Library Service Center was assumed.

Coordination with the U.S. Civil Service Commission resulted in the development of a nine course/seminar/state of the art program designed to broaden Federal librarians exposure to modern techniques and equipment. It was planned to meet the needs of librarians faced with making decisions on automation in Federal libraries. Seminars will point up considerations that must go into decisions to automate. Workshops show participants how to automate certain processes. These practical courses are planned to help personnel in small libraries and presume little knowledge of data processing on the part of participants.

Coordinated Collection Development

Mrs. Mary A. Huffer, Department of the Interior, was appointed Chairman of the recently established Coordinated Collection Development

3/ See PUBLICATIONS, page 24.

Work Group. Following an organizational meeting on March 29, 1972, she announced a multi-part program.

Funds will be sought to:

> Identify, on a systematic and comparative basis, through examination of general and specific budget and related documents of the United States Government Agencies, the subject areas of the National Goals and Priorities emphasized from 1960 to date;
>
> Match these subject areas with existing Federal library resources as identified in A Study of Resources and Major Subject Holdings Available in U.S. Federal Libraries Maintaining Extensive or Unique Collections of Research Materials, giving special attention to levels of coverage; 4 /
>
> Recommend plans and methods to achieve a correlated effort for reconciling Federal library resources with other information programs for the purpose of acquiring and retaining research materials adequate for the Government's needs and national responsibilities as projected on the basis of the study of goals and priorities.

William Matheson, Library of Congress, has agreed to direct a project designed to assist Federal librarians in the identification of significant rare materials. It is anticipated that a guide will be developed to facilitate communication of appropriate data for use when weeding and/or disestablishing libraries.

4 / See Federal Library Committee 1971 Annual Report.

Education

Testimony regarding the American Library Association Standards for Accreditation of graduate programs of library education leading to the first professional degree was presented for the Federal Library Committee by Russell Shank, Chairman of the Task Force on Education, at the ALA 1972 mid-winter meeting. Dr. Shank recommended that emphasis "be placed upon the integration of information science/documentation/library science efforts, and upon the utilization of precisely defined terms." In addition he noted that "more specific data is needed about requirements for 'media centers, educational resource centers, information, documentation, and referral centers.' To group all of these with libraries without specific guidelines is a disservice to library schools."

A second Executive Workshop in Library Related Information Services was held in Quincy, Massachusetts in April. Thirty Federal, public, and special librarians participated in the activity.

Interlibrary Loan

On behalf of the Federal Library Committee and the Panel on Library Programs, Committee on Scientific and Technical Information (COSATI), the FLC Task Force on Interlibrary Loan undertook an informal survey of the actual service postures of major Federal libraries as identified in A Study of Resources and Major Subject Holdings Available in U.S. Federal Libraries Maintaining Extensive or Unique Collections of Research Materials,

by Mildred Benton. [5] In this study, availability of unclassified material through interlibrary loan or reference is indicated, but in a very general way. Even though it is not assumed that one standard set of policies can, or should be, established for all, more explicit knowledge about service practices will be useful. It is planned to incorporate full explanations of these practices into a directory and thus provide a helpful reference tool for the information community. The tool should be of especial value to research libraries. The directory will make information about services more available and will save time by eliminating requests from sources not entitled to use specific facilities. The work plan was developed from suggestions made at the Federal Information Resources Conference (FIR) held in April 1971. Publication of the final document is projected for December 1972.

Physical Facilities

The Task Force on Physical Facilities reported regarding the University of California, Los Angeles, attempt to develop a comprehensive, objective, integrated guide to Federal library physical facilities. They stated that the document "is an enormously detailed consideration of every conceivable aspect of library planning and design. Its very comprehensiveness is the source of many of its weaknesses. Questions may be raised as to the effectiveness with which they have presented the results

5 / Ibid.

of this research. Although the report has a detailed Table of Contents, its organization does not seem to be carefully thought out. The authors have accumulated masses of information, some of it presumably useful, but have presented it in a fragmented, complicated report that is virtually impenetrable by the librarian looking for practical help." 6 /

Future Task Force activity will "go on a new track in developing alternative solutions to practical physical facility problems of the Federal library community, such as library furniture specifications."

Procurement

The purpose of this Task Force is to review and compile the laws and regulations related to procurement and disposal of library materials for Federal libraries, to review existing procurement practices, and to recommend revisions in law, regulations, or practice which will facilitate the procurement of library materials and contribute to the economy and efficiency of Federal libraries.

Testimony before Task Group 13, Commission on Government Procurement, resulted in five specific recommendations:

> Blanket deviations from accepted procedures be granted libraries to permit the procurement of materials in an expeditious manner;

6 / See PUBLICATIONS, page 24.

The $2,000 threshold be increased to $10,000 to permit the inclusion of most procurement actions into the small package concept;

A specific library format be developed to effect standardization and ease in procurement;

Those items which should not be procured through a national schedule be split off and the 'off the shelf' material be delegated as an agency responsibility;

The strong mandatory nature of schedules be eliminated.

Following consideration all recommendations will be presented to Congress -- if acceptable -- for appropriate action.

Six Task Force sub-groups were established to facilitate action programs: Foreign Material Procurement; Book Industry Relations; Procurement Manual Revision; General Services Administration/Defense Procurement; Bid Forms and Procurement Procedures; and Procurement of Law Books.

The Subcommittee on Industry/Library Relations will provide a forum for the discussion of problems affecting the relationships between the commercial information industry and Federal libraries. Through cooperative efforts it will improve the methods and procedures by which the commercial sector served the Federal community and Federal libraries utilize the commercial information products and services. The Subcommittee will limit itself to a consideration of the procurement of commercial information products and services in all formats. Principal emphasis will

be on the procurement of monographs, serials, and abstracting and indexing services, regardless of format-printed material, microforms, computer related services. Leadership will be provided by Walter Kee, Atomic Energy Commission, and Paul Zurkowski, Information Industry Association.

Public Relations

Mrs. Lois Fern resigned as Chairman of the Federal Library Committee's Public Relations Task Force to assume regular membership. L. Quincy Mumford, in accepting her resignation, cited Mrs. Fern's work with the FLC Newsletter revitalization, the FLC display program, and in developing a guide to assist Federal librarians in the preparation of users' manuals. Sarah L. Wallace, Publications Officer, Library of Congress, assumed the position of Chairman.

Recruitment

A Qualifications Rating Scale for professional librarians applying for positions at the GS-9 level in the Federal Government was developed. The scale was accepted by the Civil Service Commission for initial implementation during the period June 19, 1972 - September 22, 1972. The scale is based on a nationwide survey of the relative values assigned by librarians to various factors such as the M.L.S., categories of experience, and special training. 7 /

7 / See page 3.

At the request of the Executive Advisory Committee a structured program is being developed to consider needs of library technicians. Work will be directed toward:

Developing benchmark descriptions;

A special register with appropriate quality standards; and

Career ladders.

In June the Civil Service Commission suspended Librarian Announcement #422 for receipt of applications. Thus the Roster of Prospective Federal Librarians suspended publication with the May 1972 issue. Tentative plans call for resumption in September 1972, or on the opening of Announcement #422.

U.S. NATIONAL LIBRARIES TASK FORCE ON COOPERATIVE ACTIVITIES

On April 10, 1972, the Executive Secretary, Federal Library Committee, was appointed Chairman of the U.S. National Libraries Task Force On Cooperative Activities. L. Quincy Mumford joined Martin M. Cummings, M.D., Director of the National Library of Medicine, and John Sherrod in announcing that the U.S. National Libraries Task Force will function as a cooperative activity in parallel to the program of the Federal Library Committee.

* * * * * *

Background

The U.S. National Libraries Task Force was established in 1967 by the three directors to "improve access to the world's literature in all areas of human concern and scholarship, so that comprehensive access to the materials of learning can be afforded to all citizens of the United States." The Task Force worked actively in the fields of acquisitions, descriptive and subject cataloging, and various phases of automation toward the ultimate goal of "development of a national data bank of machine-readable cataloging information...as a central resource for all libraries." During this period the Task Force has submitted recommendations to the directors on the adoption of the MARC II Format for the communication of bibliographic information, measures to assure compatibility in descriptive cataloging practices, adoption of standard calendar date and standard language codes, adoption of standard character sets for Roman alphabets and Romanized non-Roman alphabets, plans for national serials controls and for further cooperation in acquisitions among the three national libraries.

Reorganization

On June 13, 1972, the Chairman stated that Task Force membership has been expanded, a structural reorganization implemented, and formal operating procedures adopted. Principal areas of investigation have been modified to conform to a new emphasis upon a broadened program.

* * * * * *

Martin M. Cummings, M.D., and John Sherrod will join L. Quincy Mumford as members of a policy steering group. Dr. Cummings has agreed to serve as Chairman for the first year. Plans call for the leadership to rotate on a regular basis.

Two representatives from each of the three national libraries will serve on the Task Force. Joseph Caponio, Associate Director and Samuel Waters, Deputy Director for Resource Development will sit for the National Agricultural Library. Joseph Leiter, Associate Director for Library Operations and Betty Sawyers will act for the National Library of Medicine. Paul Berry, Director of the Reference Department and Edmond Applebaum, Assistant Director of the Processing Department will represent the Library of Congress.

Marlene D. Morrisey will serve as liaison officer with the Task Force and the Federal Library Committee in addition to assuming responsibilities in program development and project implementation.

Principal areas for investigation have been identified as:

The relationship of the national libraries to a national information system;

Cooperation in and coordination of public service functions, including:

reference services;

loan services;

bibliographic services;

photoduplication services;

Cooperation in and coordination of technical service functions, including:

cataloging policy and procedures, including classification, assignment of subject headings, determination of main entry, and descriptive cataloging practices;

cooperative catalog card distribution and cooperative production of book catalogs;

compatibility or convertibility of machine-readable cataloging data;

coordination of acquisitions policies and cooperative acquisition procedures;

cooperation in the Serials Data Program.

RESEARCH

On November 9, 1971, the U.S. Office of Education made available $31,464 to pursue A Survey of Federal Libraries, 1972. The funding will permit: the first in a series of realistic appraisals of current needs and services in relation to costs and increased demands for service; and the development of a standard plan for statistical reporting within the U.S. Office of Education's Library General Information Survey (LIGBIS) System. The standard pattern for statistical reporting developed will facilitate and strengthen the interchange of resources among Federal libraries and the efforts to meet national needs to a greater degree than has been possible in the past. Accurate data on the size of collections, staff, and budgets of individual Federal libraries will not only assist

each institution in its individual planning for the future but will point up the correlation of holdings, the similarity of objectives and programs, and thus contribute to better understanding of the value that can come from combined efforts. Such cooperative utilization of Federal library programs can be a vital ingredient in the Federal Government's basic objectives of improving services and achieving economies.

Alan Rees of Case Western Reserve University agreed to identify and examine:

> The libraries involved in the proposed departmental reorganization;
>
> The objectives, functions, and operation of the libraries identified as being transferred to each of the four new departments;
>
> The impact on the National Agricultural Library of the transfer of components from the Department of Agriculture to the new departments;
>
> The various options existing for the operation, coordination, and management of all libraries affected by the re-organizational activity;
>
> The interface problem involving libraries and extra-library information systems within Federal departments and agencies.

A report will be prepared which will present the major findings and conclusions. It is anticipated that a number of options in terms of literary structures, modes of cooperation, etc., will be presented together with a discussion of the advantages and disadvantages of each option.

Mrs. Shirley Green has agreed to develop a guide to picture sources in the District of Columbia. The Directory will serve as an entry point into currently unidentified, and thus unavailable, resources. Many of the collections are known only to a few knowledgeable professional curators and researchers. Most are of potential use to patrons of the arts, librarians, representatives of foreign governments stationed in Washington, writers, visitors to the area, and others concerned with the arts.

On August 9, 1971, Bernard Fry, Research Center for Library and Information Science, Indiana University, received $95,349 to pursue Phase II of his Long Range Research Program. Under Phase I, now completed, a machine-readable data base has been developed which identifies all current research bearing on technical information problems and policies of Federal libraries, information centers, and information analysis centers, and evaluates it as to its objectives. This file constitutes the primary resource for the conduct of Phase II, which will draw upon the data base for identification of current and recent research in determining the selection of future research priorities. Phase II is divided into two components: (1) the establishment of research priorities; and (2) the preparation of a group of state-of-the-art reviews coordinated with the priority statement. The first component was completed on March 1, 1972, the second will be completed by August 1972.

* * * * * *

RESEARCH PROJECTS

Funded

Title, Principal Investigator, and Agency	Funding Source	Cost
Long Range Research Program: Phase II	USA/TISA	$95,349
Bernard M. Fry Research Center for Library and Information Science Indiana University		
A Survey of Federal Libraries 1972	USOE	31,464
Edwin Olson Federal Library Committee		
A Directory of Picture Sources in the District of Columbia	CF	20,436
Shirley Green Federal Library Committee		
ILL Services and Resources on Subject Holdings in U.S. Federal Libraries	UM	500
	JV	3,000
Mildred Benton George Washington University		

* * * * * *

Title, Principal Investigator, and Agency	Funding Source	Cost
Federal Library Service Center/ A Feasibility Study Frederick Kilgour (pending) National Bureau of Standards U.S. Department of Commerce	USA/TISA	$ 2,500
A Study of the National Agricultural Library and Other Federal Libraries in Relation to the President's Departmental Reorganization Program Alan M. Rees Case Western Reserve University	USDA	2,500
Extra Library Information Programs in Selected Federal Agencies Mildred Benton George Washington University	USA/TISA	1,500
Administrative Management Study Suzanne Mayer U.S. Department of the Interior		no cost
	FUNDED TOTAL	$157,249

Pending

Federal Library Resources and National Priorities Mildred Benton George Washington University		$ 80,139
	TOTAL	$237,388

FUNDING SOURCE CITATIONS

CF	--	The Morris and Gwendolyn Cafritz Foundation
JV	--	Joint Venture
UM	--	University of Minnesota
USA/TISA	--	Department of the Army Technical Information Support Activities Project -- Office Chief of Engineers
USDA/NAL	--	U.S. Department of Agriculture National Agricultural Library
USOE	--	U.S. Office of Education National Center for Educational Statistics

* * * * * *

PUBLICATIONS

Significant Items Issued By, For, or In Cooperation With the Federal Library Committee

Advanced Technology Libraries, v. 1, no. 1, August 1971--

Conceived by the Federal Library Committee this series was prepared under the sponsorship of the Office, Chief of Engineers, Department of the Army. TISA (Technical Information Support Activities) Project: 'Reporting Significant Technological Developments Affecting Information Handling Systems in Army Technical Libraries.'

Cylke, Frank Kurt. "Federal Libraries." Library Journal, June 15, 1972: 2145-2149.

----- "The State of Federal Libraries." The Bowker Annual, 1972. New York, New York, R. R. Bowker Company, 1972. pp. 22-24.

Evans, Edward G., and others. Library Environmental Design: Physical Facilities and Equipment. Los Angeles, California, Institute of Library Research, University of California, 1972.

FLC Newsletter and Appendixes (monthly).

Henderson, Madeline M. "Library Automation in the Federal Government." The Bowker Annual, 1972. New York, New York, R. R. Bowker Company, 1972. pp. 75-79.

* * * * * *

Markuson, Barbara Evans. Automation and the Federal Library Community. Santa Monica, California, System Development Corporation, 1972. various pagings.

Pursued under contract to the U.S. Office of Education, this survey was designed to study and define library operations that are susceptible to automation, both those now being automated in Federal and non-Federal libraries and those not automated or scheduled for automation. Another purpose was to survey and describe in meaningful terms the current techniques of automation which, though possibly developed for other uses, are potentially useful in library applications. These objectives were satisfied by undertaking a survey of the Federal community and the preparation of a report which summarizes survey details and automation findings and presents recommendations.

Copies of the document (#ED058917) may be obtained from: ERIC Document Reproduction Service, P.O. Drawer O, Bethesda, Maryland 20014. Hard copy cost is $9.87, microfiche, $.65. Payment must accompany orders under $10.00

----- Guidelines for Library Automation. Santa Monica, California, System Development Corporation, 1972. various pagings.

Sponsored by the Federal Library Committee's Task Force on Automation of Library Operations and funded by the U.S. Office of Education.

Guidelines is organized into five sections, the first of which is an 'Introduction.' Section II covers the major aspects of 'building' an automated system, from the initial feasibility survey through systems analysis and design to fully operational status. Section III consists primarily of descriptions of Federal library automation projects. Each description provides the name and address of the library, the name of the contact person, a description of each major application, a description of equipment and program language used, documentation,

future plans, and reference. Section IV includes brief summaries of topics related to Federal library automation: machine-readable data bases, non-Federal automation, commercial software systems, microform basics, and a brief review of in-out and output equipment. Section V is a selected bibliography on library automation.

Federal libraries may obtain copies at a cost of $10.00 from Dr. Carlos A. Cuadra, Manager, Education and Library Systems Department, System Development Corporation, 2500 Colorado Avenue, Santa Monica, California 90406.

Proceedings of the Federal Library Committee Meetings, December 16, 1970, and April 28, 1971, on Implications to the Federal Library Community of the Airlie Conference on Interlibrary Communications and Information Networks, September 28-October 2, 1970. Washington, Federal Library Committee in cooperation with ERIC Clearinghouse on Library and Information Sciences, June 1971. (August 1971). 22 p.

Proceedings of the Second Conference on Federal Information Resources, March 30-31, 1971. Washington, Federal City College Press, September 1971. 102 p.

Recommended Rating Scale for Librarians, GS-1410-9. Washington, Federal Library Committee, 1972. 3 p.

Rees, Alan M. Interface of Technical Libraries With Other Information Systems. New York, New York, Science Associates/International, 1972. 89 p.

Published as volume 1, number 1, of Information Part 2: Reports, Bibliography.

FLC